

**CITY OF MISHAWAKA, BOARD OF PARKS & RECREATION
MINUTES OF THE MEETING**

DATE: February 14, 2011
TIME: 4:30 p.m.
PLACE: Battell Center Community Room
PRESENT: Reg Wagle, John Coppens, Carolyn Teeter, Bob Shriner, Ellen West and Mike Bergin
ALSO PRESENT: Mike Faulkner, Carmen Maes, Rick Frye, George Fowler, Michelle Wotring

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Board President, Mr. Wagle, called the regularly scheduled meeting to order at 4:30 p.m. The Pledge of Allegiance was recited.

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OLD BUSINESS:
None at this time.

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NEW BUSINESS:

Mr. Faulkner requested a change in auditorium fees in an attempt to better cover costs associated with the usage of the auditorium by theater and concert groups. Mr. Faulkner proposed that a flat rental rate of \$250.00 be approved. In addition to this rental rate, customers would pay us a \$1.50 per ticket sold as ticket commission. An overtime rate of \$40.00 per hour would also be charged as reimbursement to Parks regardless of the day or time of the rental. If approved, the fees would be effective immediately. Mrs. Teeter moved to approve the new fees as presented. Mr. Shriner seconded Mrs. Teeter's motion. The motion passed unanimously.

Mrs. Wotring, Office Manager for the Department, requested payment approval of claims for the Parks & Recreation Department as listed below:

<u>Docket Number</u>	<u>Amount</u>
1100046	\$48,074.19

Mrs. Teeter moved to approve the claims as presented on the above docket. Mr. Coppens seconded the motion. The motion carried unanimously.

Mr. Faulkner gave a brief overview of the items to be included in the 2010 Annual Report. Copies in color would be provided at the next Board meeting.

Donations for the month of January totaled \$1,586.45. Mrs. Teeter moved to approve the donations as presented, and Mrs. West seconded her motion. The motion carried unanimously.

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MONTHLY REPORTS

Mr. Faulkner requested a meeting with the Facilities Committee to discuss policy on requests for use of the auditorium at no charge. He went on to discuss that boy's elementary basketball would be starting during the week; that Bike the Bend would be May 15 and the requested route would be different that last year's; and that the bids for Hillis Hans project went out and L.L. Geans was awarded the contract (work should be done by Memorial Day).

Mrs. Maes reported the recreational activities for the Department, including the celebration of National Popcorn Day January 19th and getting donations for the "Let's Move Mishawaka" events going through the schools.

Mr. Frye provided his monthly report to the Board. Activities included having new carpet installed at the Clubhouse, attending the PGA Show in Orlando, writing a monthly newsletter for the City's website, and

preparing for the upcoming season. Mr. Frye advised that he had been studying pricing in the area and suggested some changes to the rates for Leagues, 9-Holes, Seniors and Twilight and make them all \$11.00. He also suggested revising the Corporate Membership.

Mr. Fowler presented the Board with the golf maintenance activities for January. Activities included applying fungicides to the greens due to snow melting, winterizing course equipment, compiling information for the Annual Report, snow plowing as needed, and contracting out servicing of the irrigation water supply pump. Mr. Fowler also indicated that the division was looking at a new trim mower and the upcoming 2011 drainage project with Lawson and Fisher.

In Mr. VanNevel's absence, Mr. Faulkner gave a recap of the activities at the ice rink as provided on Mr. VanNevel's monthly report.

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Mr. Wagle then called for additional questions and/or comments from any others present at the Board meeting. As there were no further questions or comments to be made, Mrs. Teeter moved to adjourn the meeting and Mr. Bergin seconded the motion. The motion carried unanimously.

Meeting was adjourned at 5:10 p.m.

Submitted for Approval to the Board

Michelle L. Wotring
Office Manager, Parks & Recreation

Approved: _____
Carolyn Teeter, Board Secretary